

REGULAR ADJOURNED SESSION OF THE COUNTY COMMISSION OF BROOKE COUNTY,
WEST VIRGINIA, HELD THURSDAY, JANUARY 3, 2019

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The County Commission of Brooke County, West Virginia met in regular adjourned session this 3rd day of January, 2019 at 10:30 a.m. at the Courthouse.

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Present: Tim Ennis, President
Stacey Wise and Andrew J. Thomas, Commissioners
Sylvia J. Benzo, County Clerk

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The Commission held their preliminaries before the meeting including a prayer and pledge of allegiance.

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A motion was made by Stacey Wise, seconded by Tim Ennis and unanimously passed to approve the minutes of the meeting held on December 24, 2018. Commissioner Ennis welcomed Andrew Thomas on board as the new Commissioner.

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This being the first regular meeting for the month of January, 2018 fiduciary matters were presented to the Commission for approval after having been cared for in the absence of the Commission by the County Clerk. The meeting will remain open until the end of the regular meeting and if no objections are filed will close at the end of the regular meeting. Commissioner Thomas recused himself from voting on all documents in which he is serving as an attorney and as a former fiduciary commissioner. This meeting will remain open until the end of the regular meeting and if no objections are filed will close at the end of the regular meeting.

A Fiduciary Commissioner's Report was filed by Wayne R. Mielke, concerning the claim on the Estate of Harold Campbell, Jr. submitted by Gatestone & Company, International Inc., for Infibank, NA. Mr. Mielke concluded that the claim was not filed as required, in that the proof of claim was filed without the supporting voucher or itemized statement as required. Stacey Wise made a motion, seconded by Tim Ennis and passed to accept the recommendation of the Fiduciary Commissioner and disallow the claim. Commissioner Thomas recused himself.

A Fiduciary Commissioner's Report was filed by Andrew J. Thomas concerning the claim on the Estate of Anthony J. Thomaselli, Sr. submitted by Marco R. Thomaselli. He reported that no documentation or confirmation that the claimant, Marco R. Thomaselli, has attempted to establish the validity of his claim with the court of proper jurisdiction. He recommended that the claim of Marco R. Thomaselli be dismissed. Stacey Wise made a motion, seconded by Tim Ennis and passed to accept the recommendation of the Fiduciary Commission and disallow the claim. Commissioner Thomas recused himself.

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Stacey Wise made a motion, seconded by Andrew Thomas and passed to appoint Tim Ennis as President of the Commission for 2019.

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Andrew Thomas made a motion, seconded by Tim Ennis and passed to appoint Stacey Wise as President Pro-Tem for 2019.

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The following appointments were made to the various boards:

EMS BOARD	- Tim Ennis
SENIOR CITIZENS BOARD	- Andrew Thomas
PLANNING COMMISSION BOARD	- Tim Ennis
BOARD OF HEALTH	- Andrew Thomas
EXTENSION SERVICE BOARD	- Stacey Wise
PARKS & RECREATION BOARD	- Andrew Thomas
MUSEUM BOARD	- Tim Ennis
LIBRARY BOARD	- Tim Ennis
BHJ BOARD	- Andrew Thomas
WORKFORCE INVESTMENT BOARD	- Stacey Wise
LOCAL EMERGENCY PLANNING BOARD	- All Three Commissioners
ECONOMIC DEVELOPMENT BOARD	- Stacey Wise
BUSINESS DEVELOPMENT BOARD	- Andrew Thomas
HOME CONSORTIUM BOARD	- Stacey Wise
CONVENTION & VISITORS BOARD	- Stacey Wise
COMMUNITY CORRECTIONS BOARD	- Tim Ennis

The Commission will review the Holiday Schedule for 2019 before making any decisions.

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A copy of the following correspondence was given to each of the Commissioners for their review:

A letter was received from Comcast informing us of Xfinity TV changes, effective January 5, 2019.

A Press Release was received from Mac Warner, Secretary of State updating us on how they have taken steps to prevent election fraud in West Virginia.

A letter was received from the Herald Star letting us know they are designating February as Pride and Progress Month and if we want to do an advertisement promoting our business and community the fees are attached.

A packet of information was received from Carl F. Shaw of Mount Zion, WV including information he feels will be helpful to our county to grow economically if we implement tax reform. Commissioner Ennis felt some of the information would have to have approval or law changes to enact them.

A Request for Revision to the Approved Budget which needs sent to Charleston was received totaling \$11,513, increasing Sheriff Patrol by \$590, Refunds/Reimbursements by \$923.00 and Sale of Materials by \$10,000. Stacey Wise made a motion, seconded by Andrew Thomas and unanimously passed to submit the revisions to the State. Sheriff Palmer requested further information on the revisions.

A copy of the projected budget for the Valuation Fund was received from the State Tax Department for FY2019-2020 in which the Assessor requests 1.75% of the total proceeds from the regular levies of the county to be used for the Valuation Fund. A request can be made for up to 2%.

A copy of the Hammond Public Service District minutes of their October 25, 2018, November 14, 2018, November 27, 2018 and December 3, 2018 minutes were received.

A copy of the Brooke County Public Service District minutes of their October 10, 2018 meeting was received.

A copy of a letter the State Tax Department sent to Tom Oughton, Assessor commending him on complying with standards established by the Property Valuation Commission and letting us know he is in compliance with all areas reviewed.

A letter was received from Global Science & technology, Inc. enclosing a copy of the Courthouse Network Support Contract which needs signed for January 1, 2019. The Commission will review the Contract.

A letter was received from the Brooke County Solid Waste Authority enclosing a final copy of the Commercial Solid Waste Facility Plan and Comprehensive Litter and Solid Waste Control that was approved by the WV

Solid Waste Management Board on October 5, 2018. These need to be on file for public inspection and will be kept in the County Clerk's Office.

A letter was sent from Jacqueline L. Cox requesting the re-opening of the Estate of Ada Barnhart as there is a small bank account that is in her name. Andrew Thomas made a motion, seconded by Stacey Wise and unanimously passed to approve the re-opening.

The above correspondence will be filed in the County Clerk's Office.

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Norman Schwertfeger, Extension Agent was present and invited the Commission to attend the Economic Development Authority meeting at the Brooke County Library on January 17, 2019 at 5:30 p.m. He indicated that the EDA and the Business Development Corporation are working together on a number of projects.

He also invited the Commission to attend the Regional Tourism meeting which consists of three states and eleven counties. The meeting will be on January 23, 2019 at 11:00 a.m. at the Weirton Museum.

Mr. Schwertfeger reported that the building to the West of Franklin Church is dilapidated and needs cleaned up. Commissioner Ennis thought this problem had been resolved as the property is under new ownership. He reported that Butch Rotellini has been working with the owner on this issue. Mr. Schwertfeger gave suggestions on the sale and purchase of these dilapidated properties that other States use and wished that something similar could happen in our county.

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Sheriff Palmer wanted to know if there is a policy concerning call-out procedures for the Dog Warden concerning loose dogs as the 911 Dispatcher dispatches the calls. Commissioner Ennis he was not sure of the policy but will check into it.

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Deputy Darin Pizer was present and let the Commission know that they had issues with radio communications over the holidays. He reported that Lauttamus Communications made a few adjustments but the system needs fixed or replaced. Sheriff Palmer was concerned if this repeater is out as Beech Bottom may have zero communications. Commissioner Wise reported that she thought a Load Study needed done for the FCC to allow equipment to be moved to a different tower.

Deputy Pizer also gave an update on the outside lights. Commissioner Ennis apologized as he was supposed to call an electrician and did not, however; he will proceed.

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Tim Hooper of the State Treasurer's Office was present and indicated the Treasurer is still moving forward on helping those that need to process unclaimed funds.

He also reported that the Treasurer is moving forward with technology and future reports for the County Clerk's will be done and funds will be automatically (ACH) from the Clerk's account. He reported that if help is needed, they can assist with the set up.

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Invoices and vouchers were approved and the following checks were ordered written:

General County Fund - Check Nos. 22036 through 22053 for \$71,866.19
Payroll withholding - Check Nos. 22031 through 22035 for \$119,010.76
ACH - \$40,302.93
Coal Severance Fund - Check No. 173 for \$50,000
Dog Fund - Check No. 1384 for \$408.93
E-911 - Check Nos. 2074 through 2076 for \$536.06
Ambulance Fund - Check Nos. 4078 through 4087 for \$9,463.54
Shelter Levy - Check Nos. 792 through 794 for \$5,397.64
Valuation Fund - Check Nos. 1351 through 1352 for \$11,545.43

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No further business to come before the Commission a motion was made by Andrew Thomas, seconded by Stacey Wise and unanimously passed to adjourn.

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Timothy R. Ennis, President

Teste:

Sylvia J. Benzo, Clerk